

Consultant Selection Process

Office of Procurement



Overview

- **Federal and State Laws, Regulations, and Rules**
- **Qualification Based Selection**
- **Selection Committee Determination and Requirements**
- **Magnitude of Qualification Based Selection for GDOT**
- **Modifications to GDOT's Consultant Selection Process**

Laws, Rules and Regulations

The laws, rules, and regulations which govern how Architecture & Engineering (A&E) Procurements are accomplished are mandated as a selection of the most qualified consultants. This is referred to as Qualification Based Selection (QBS).

- **ALL Federal regulations mandate Qualification Based Selection (QBS)**
- **Federal Regulations**
 - 23 U.S. Code 112 (b)(A) - Letting of contracts
 - 40 U.S. Code 1101-1104 - “Brooks Act” – QBS
 - Title 49 CFR Part 18.36(d)(3)(v) - Procurement Methods to be Followed
 - Title 23 Code of Federal Regulations Part 172 “Administration of Engineering and Design Related Service Contracts”



Laws, Rules and Regulations

There are also State of Georgia laws which govern the selection of Architecture & Engineering (A&E) services and they also mandate selection of the most qualified.

- **State Laws**

- Official Code of Georgia 50-22-1 through 50-22-9 – “Managerial Control Over Acquisition of Professional Services”



Qualification Based Selection

What is Qualification Based Selection(QBS)?

- Competitive procurement approach for selecting and retaining professional services for design of complex construction-related services
- Selection concentrates on relevant *qualifications* of competing firms
- Awarded contract issuance is contingent upon successful negotiation with selected firm(s).

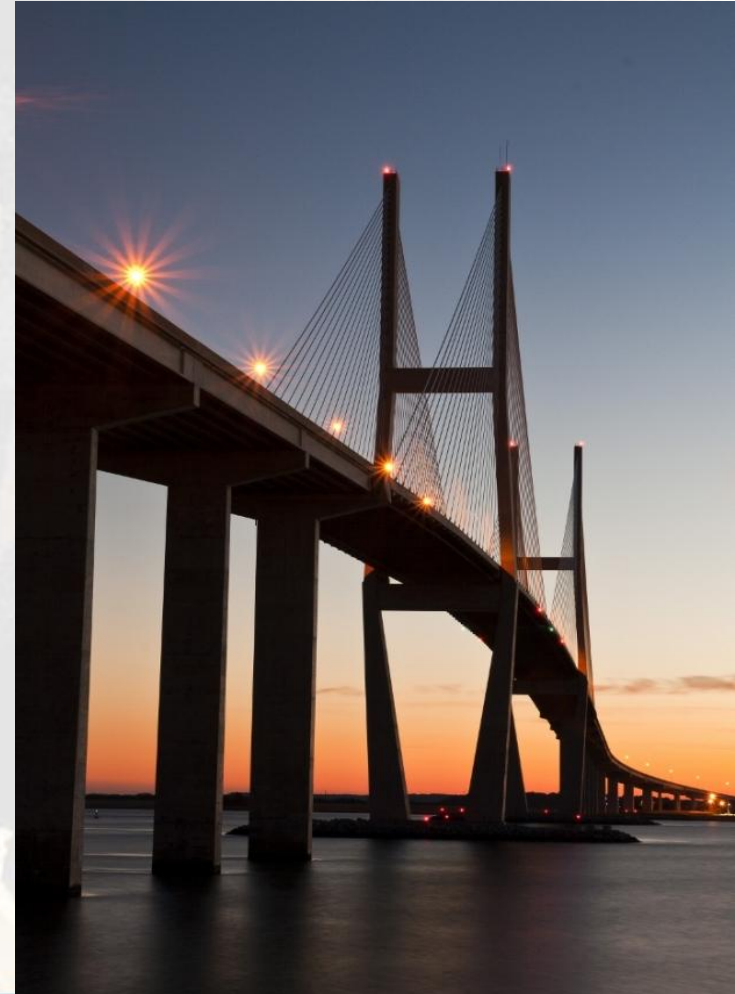


ANALYSIS
SOLUTION
PROCESS
OBJECTIVES
TEAMWORK
VISION
SALES

Qualification Based Selection(QBS)

Why do we use the QBS approach and what is it's significance? It's mandated by Federal Government.

- **Advantages:**
 - Price competition procedures for professional services can deny consideration of the valuable experience and knowledge which the most qualified professional firms have to offer
 - Creative technical knowledge and practical, relevant experience can be applied to develop functional, cost-effective and safe and enduring solutions.



Selection Committee Determination

There are 2 components to a successful QBS selection. The most critical component is the selection of the committee members. Each member is chosen based on the criteria outlined by Federal Acquisition Regulations 36.602-2.

Selection Team Members

- Possess experience in architecture, engineering, construction or related professions
- Must be appointed from highly qualified professional employees of the agency, or
- Appointee may be “private practitioners of architecture, engineering, or related professions”

Responsibility for Appointment

- Selection Committee members are appointed GDOT Office Heads and Asst. Office Heads and ultimately approved by the Chief Engineer



Selection Committee Determination

There are 2 components to a successful QBS selection. The second critical component is Procurement staff.

Procurement Staff

- Facilitates the selection process and subsequent meetings
- Possess no scoring role
- Do not make any scoring or selection decisions



Selection Committee Requirements

Once the selection of committee members is completed, the members are required to provide signed documentation before the process can move to the next step.

- Determination that no conflict of interest exists
 - Must sign a confidentiality agreement
 - Must sign a conflict of interest agreement
 - No benefit or appearance of benefit to employee
 - Requires impartiality
 - Prohibits any personal or financial relationship or appearance
 - Must sign an acknowledgement of GDOT Policy 3A-17
 - Mandates that any employee who negotiated, administered, or managed a contract can not go to work for a private consultant on the same contract

Qualification Based Selection Process (QBS)

Magnitude of QBS Selections

FY12 –

- \$147,867,667.71 on 462 Task Orders (47 Consultants)
- \$16,404,724.76 on 49 Contracts (29 Consultants)

Includes but is not limited to:

Engineering Design

Environmental

Value Engineering

Construction Engineering and Inspection

Utility Coordination

Subsurface Utility Engineering

Bridge Inspections

Planning Studies

Traffic Operations

Railroad Crossings



Qualification Based Selection Process (QBS)

Magnitude of QBS Selections

FY13 to Date –

- \$85,244,228.38 on 211 Task Orders (39 Consultants)
- \$2,744,119.29 on 22 Contracts (15 Consultants)

Includes but is not limited to:

Engineering Design

Environmental

Value Engineering

Construction Engineering and Inspection

Utility Coordination

Subsurface Utility Engineering

Bridge Inspections

Planning Studies

Traffic Operations

Railroad Crossings



Qualification Based Selection Process (QBS)

Proposed Modifications

In order to improve our current QBS process, the following changes are being considered for implementation.

- Batch Advertisements for Project Specific Selections per Quarter
February - May - August – November
- Awards to Consultants limited per Batch (increased opportunity for more firms)
- On-Call Advertisements to be listed through Public Notice Announcement at a minimum 1 month prior to advertisement (better preparedness and prioritization for consultant community)



Qualification Based Selection Process (QBS)

Proposed Modifications

Key Modifications to Process:

- Instituting Non-Qualification Based Criteria as allowed by FHWA (cannot exceed a total of 10% of the evaluation)
 - Will consider amount of work awarded previously (per state law)
 - Will continue to consider DBE on current project
 - Will begin considering Small Business utilization on current project
 - Will consider history of DBE utilization on past projects



QUESTIONS?

